

MAY 2019

# PACIFIC RIDGE COMMUNITY ASSOCIATION

www.pacridge.net

Professionally Managed by Keystone Pacific Property Management, LLC - 16775 Von Karman, Ste. 100, Irvine, CA 92606

## 2019 ANNUAL MEETING AND ELECTION

The 2019 Annual Meeting and Election will be held on **June 5, 2019**, at 6:00 PM. Since quorum was not reached last year, there will be five (5) positions up for election this year. Three (3) positions for a term of two years and two (2) positions for a term of one year. The location of the annual meeting and election will be at The Aliso Viejo Center, at 31 Santa Barbara Dr., Aliso Viejo, CA 92656.

The ballots will be mailed out no less than thirty (30) days prior to the June 5, 2019 Pacific Ridge Community Association Annual Meeting and Election. Please notify Management right away if you did not receive your ballot. An additional ballot can be mailed to you if there is still time prior to the election date. Otherwise you may pick one up at the Irvine office, fill it out and submit it the same day for the quorum requirement.

Ballots are not opened unless quorum is reached on the date and time of the election notated above.



## 2019 ANNUAL ELECTION OF THE AVCA DISTRICT DELEGATE

The 2019 Annual District Delegate Election for AVCA will also be held in June 2019. The purpose of this election will be to elect one member to serve as the AVCA District Delegate.

## MAILBOX SURVEY RESPONSES

Thank you all for your proactive responses in favor of, not in favor of or not quite sure about replacing the existing mailboxes with new locking mailboxes. Management has been diligently tracking all the response and has included them in the Board packet for Board review.

Some of the Homeowners did not realize there is also a mailbox committee that has assisted with gathering information and presenting information to the Board.

Additionally, please continue to report any necessary mailbox repairs to Management. Send written communication, via email, and include the address and quantity of mailboxes the post holds. Emailing photos, along with your request, is always helpful as well.

## BOARD OF DIRECTORS:

**President:** Anton Leo  
**Vice President:** Kevin Haboian  
**Treasurer:** Rich Schlesinger  
**Secretary:** David Shafer  
**Member at Large:** Mel Owens

## NEXT BOARD MEETING: TBD

6:00 PM @ The Aliso Viejo Center  
31 Santa Barbara Drive, CA 92656

*The final agenda will be posted in an agenda box at the tot lot on Stonebrook. You may also obtain a copy of the agenda by contacting Management at 949-838-3202.*

## IMPORTANT NUMBERS:

### ASSOCIATION MANAGER:

**Adrian Robertson**  
Phone: 949-838-3202  
arobertson@keystonepacific.com

**Emergency After Hours:**  
**949-833-2600**

### COMMON AREA ISSUES:

Larissa Rounsaville  
Phone: 949-838-3293  
lrounsaville@keystonepacific.com

### BILLING QUESTIONS/ ADDRESS CHANGES/WEBSITE LOGIN:

Phone: 949-833-2600  
customercare@keystonepacific.com

### COMMUNITY AD:

**Tutor:** Credentialed teacher available to tutor students in reading, writing, math, and other subjects. Individual or small group tutoring offered. Call Terrie at (949) 448-8363.

**Plantation Shutters:** For the entire house! Excellent quality, like new! Pacific Ridge home. \$950.00 takes them all. For further details, please call: 949-610-9869.

## MAY 2019 REMINDERS

- Keystone Pacific Closed in Observance Memorial Day – Monday, May 27th
- For after-hours association maintenance issues, please call 949-833-2600 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.
- Refuse Collection Day – Tuesdays
- Street Sweeping: 1st and 3rd Wednesdays of the month
- **Board Meeting:** TBD
 

<b>Time:</b>	6:00 PM
<b>Location:</b>	The Aliso Viejo Center 31 Santa Barbara Drive Aliso Viejo, CA 92656



### TRASH BINS

Trash Bins should only to be placed out 24 hours before and after collection day. On the other days they are to be stored out of public view, behind your side gate, or in the enclosed garage. They are not to be stored in any location where they can be viewed from the sidewalk and/or street. Anyone to be found in violation of this rule will be subject to hearings and fines, per the Association's Enforcement & Fine Policy.



### APRIL BOARD MEETING

The April 10, 2019 Board Meeting was cancelled due to lack of quorum. Our apologies for any delay on responses to any of your requests that were awaiting Board review.

### ARCHITECTURAL APPLICATION PROCEDURE

When making any modifications to your home, an architectural application must be submitted AND approved by the Architectural Review Committee prior to commencement of any work. Please plan accordingly and allow enough time for your paperwork to be processed and reviewed by the ARC, when devising a time line for your renovations.

Additionally, any necessary city permits and/or approvals required from AVCA, the Master Association, is your responsibility to obtain.

### PARKING REMINDERS

- Inoperable vehicles may not be parked anywhere on the properties, except inside a garage with the door closed.
- No vehicle may be parked on the street for more than 96 hours.
- No vehicle may be parked in any manner which would impede or block the "path of travel" meaning the sidewalk.
- Operation of off-road motorized vehicles is not permitted anywhere in Pacific Ridge.
- Vehicle repair or maintenance may only be performed inside a garage with the garage door closed.
- Trailers, boats, equipment and recreational vehicles may not be parked or stored anywhere in the properties where they are visible from any lot or portion of the public streets within the properties.
- Use or storage of flammable materials is prohibited except for normal home maintenance materials and such material normally found in a resident's motorized vehicle.
- Garage doors are to remain closed when not in use.